



20 September 2024

MEMORANDUM NO. CMLT-2024-262

TO All UP Manila Research Proponents

THROUGH The Deans, Directors, and Heads of Offices/Units

SUBJECT VLE Online Module Course on Research Integrity (RI)

To further promote and uphold research integrity within UP Manila, the Office of the Vice Chancellor for Research (OVCR), through the Office of Research Integrity (ORI), is launching a Virtual Learning Environment (VLE) Online Module Course on Research Integrity (RI).

All UP Manila research proponents are required to complete the VLE Online Module Course on Research Integrity (RI) as part of the requirements prior to research registration with the Research Grants Administration Office (RGAO). For students and thesis adviser/s, the course is mandatory prior to the submission of the thesis proposal. Certificates issued from any RI Education Caravan are valid for three (3) years from the date of issuance. Research proponents shall retake the course as needed.

Below are the steps to enroll and complete the Online Module Course on RI:

1. Registration

- Please ensure that you click bit.ly/RIOnlineCourse to register for the course. The course is available for the duration of three (3) months.

2. Log in to the UP Manila Virtual Learning Environment (VLE)

- Click on this link: [\[UP Manila Virtual Learning Environment: Log in to the site\]](#).
- Enter your VLE username and password.

3. Access the Course

- Once logged in, click on the course titled *"Online Module Course on RI."*

4. Begin the Course

- Start by reading the Guidelines on the Online Module Course on RI.
- Begin the course by watching the following videos: 1) Introduction to ORI; 2) Fabrication and Falsification; 3) Plagiarism; 4) Authorship; 5) Predatory Journals and Conferences; and 6) Use of Artificial Intelligence.

5. Complete the Course


- To complete the course, you must finish all the quizzes provided and pass them successfully.

6. Evaluation and Certification

- After completing the course, follow the link provided at the end of the module for the course evaluation.
- Upon successful evaluation, you will receive your Certificate of Completion valid for three (3) years.

For inquiries/clarifications, please contact ORI at (02) 8567-2054 or ori.upm@up.edu.ph.

For your information, guidance, and strict compliance.


Dr. Michael L. Tee
Professor and Chancellor